



December 1, 2017

Dear Students of Ms. Diamond and Parents/Guardians of Students in Ms. Diamond's Classes,

We are writing to inform you that Ms. Diamond has resigned from her English teaching position at Mt. Ararat High School to assume a teaching role in another district. Ms. Diamond's last day at Mt. Ararat will be December 8, 2017. We have been working on the plan for the transition and have extended an offer of employment to an individual who will assume the advisory and English teaching responsibilities for the remainder of the school year. We will share the name and background of this individual when paperwork is completed and the hire is confirmed.

The individual hired will assume responsibility for Ms. Diamond's advisory group and for two of her courses. The exception is AP Language and Composition. The plan will be to have Jason Prince and Stewart Palmer, teachers who have experience teaching Advanced Placement courses, assume responsibility for sections currently taught by Ms. Diamond. The adjustment of teaching assignments will shift responsibility for Mr. Prince's Journalism and Mr. Palmer's Literature of Sports courses to the new teacher.

For the seniors in Ms. Diamond's advisory group, I know you are working to complete your Capstone projects. Your needs are also being considered as we plan for the transition, and we can assure you that you will have all the support you will need to guide you through the Capstone process.

Our goal is to ensure delivery of quality instruction for our students, and we believe this plan achieves that goal. Again, when the hiring process is at a point that allows us to formally release the name of the individual assuming the English teaching role, we will make that announcement. Meanwhile, if you have questions or concerns, please contact us.

Respectfully yours,

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